

**What is claimed is:**

1. A method of delivering a document to an intended recipient comprising the steps of:

storing said document on a storage medium;

providing a website accessible through an Internet;

when said recipient accesses said website, verifying said recipient's identity;

displaying to said recipient which documents stored in said storage medium are available for said recipient to receive;

providing said recipient with a selected one of said documents available for said recipient to receive.

2. A method of delivering a document as in claim 1, wherein said providing step comprises displaying said document to said recipient.

3. A method of delivering a document as in claim 1, wherein said providing step comprises permitting said recipient to print said selected document at recipient's location.

4. A method of delivering a document as in claim 1, wherein said providing step comprises downloading said

selected document to said recipient.

5. A method of delivering a document as in claim 1, wherein said displaying step comprises displaying a list of hyperlinks, said hyperlinks representing documents available on said storage medium to said recipient.

6. A method of delivering a document as in claim 2, further comprising the step of permitting said recipient to rotate said document being displayed.

7. A method of delivering a document as in claim 2, further comprising the step of permitting said recipient to magnify said document being displayed.

8. A method of delivering a document as in claim 2, further comprising the steps of:

associating a notes file with said document;

permitting said recipient to switch views between said selected document and said notes file;

permitting said recipient to add information to said notes file;

making said notes file available to a sender of said document.

9. A method of delivering a document as in claim 7, wherein said sender may create said notes file when sending said document.

10. A method of delivering a document as in claim 1, wherein said storing said document step comprises scanning a paper document into a computer system, so as to create an image of said paper document.

11. A method of delivering a document as in claim 9, wherein said storing said document step further comprises scanning said paper document at a site remote from said storage medium and electronically transmitting said image to said storage medium.

12. A method of delivering a document as in claim 10, wherein said site remote from said storage medium is said sender's premises.

13. A method of delivering a document as in claim 9, wherein said storing said document step further comprises scanning said paper document into said storage medium at a site collocated with said storage medium.

14. A method of delivering a document as in claim 1, wherein said storing said document step comprises electronically transferring said document to said storage medium.

15. A method of delivering a document as in claim 13, further comprising the step of converting a format of said document to a format selected for electronic documents to be stored on said storage medium.

16. A method of delivering a document as in claim 1, further comprising the step of notifying said recipient that said document is available to be delivered.

17. A method of delivering a document as in claim 15, wherein said notification comprises an email.

18. A method of delivering a document as in claim 15, wherein said notification comprises a page.

19. A method of delivering a document as in claim 15, wherein said notification comprises a voice mail.

20. A method of delivering a document as in claim 15, wherein said notification comprises a phone call.

21. A method of delivering a document as in claim 15, further comprising the step of notifying said recipient a second time that said document is available to be delivered if said recipient has not accessed said document within a predetermined time period.

22. A method of delivering a document as in claim 20, wherein said second notification is by a different method than said notification.

23. A method of delivering a document as in claim 1, wherein said storage medium comprises a database.

24. A method of delivering a document as in claim 22, wherein said storage medium comprises a RAID array.

25. A method of delivering a document as in claim 1, further comprising a step of storing a record of delivery of said document.